



Approved Minutes

**Regular City of Athol City Council Meeting**  
Held in the Council Room in City Hall

**Tuesday, January 16, 2024**  
**6:00pm Regular Council Meeting**

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**Mayor Hill called the meeting to order at 6:02 P.M.**

**ROLL CALL:** Present: Mayor Hill; Councilwoman Devine; Councilman McDaniel; Councilwoman Kramer; City Clerk/Treasurer-Lori Yarbrough; Public Works-Kevin Foster; Deputy Clerk-Lisa Lawson; Rand Wichman, City Planner. Not Present: Councilman Cutaiar; and Zach Jones, Attorney

**REPORTS:**

**TREASURY REPORT** - Lori submitted the December 2023 report. The ending STCU Checking account balance was \$15,337.74; the ending Savings/Money Market account was \$30,459.36; and the ending LGIP account balance was \$990,959.29. *The first \$100,000 principal payment and the 1<sup>st</sup> annual payment to USDA for the water loan were both completed.*

**WATER REPORT**- Lori submitted a written report. She shared the December usage was 3,030,439 million gallons; coin haulers were 207,650 gallons. December billed utilities was \$21,834.00 and collected was \$17,602.05. There are approximately 40 accounts who may receive a late fee but hadn't looked at it yet, about six accounts for shut-off letters.

**PUBLIC WORKS REPORT** – Kevin submitted a written report, there were no questions.

**PLANNER REPORT** – Rand submitted a written report and briefly ran through an update for each area. Pastime/Freemont Street Improvements- still waiting for the required warranty bond and paperwork for the improvements, so the city can accept them. Adjacent parcel would not be eligible for building permits until this has been provided and the city can accept it. Luxury Garage Condos – we are continuing to work on the reissuance of the building permits and getting the amended condo plat ready for signatures. Nothing new at Colton Acres. Code Amendments – He has completed a draft of amendments related to parking, landscaping, and buffering standards of the commercial and light industrial zones. Lori has those and he would recommend a workshop be set up to further discuss the proposed changes.

**ACTION ITEMS:**

1) **APPROVAL OF THE December 19<sup>th</sup> REGULAR MEETING MINUTES:**  
**Motion by Kramer, that we approve the last regular meeting minutes for the 19<sup>th</sup>, without amendments.** \*DISCUSSION \* All in favor-none opposed. **Motion passed. ACTION ITEM**

2) **APPROVAL OF BILLS AS SUBMITTED: Motion by McDaniel, that we approve paying the December/January bills as submitted with the addition of the regular III-A bill for medical.**  
**\*DISCUSSION**-All in favor-none opposed. **Motion passed. ACTION ITEM**

-----**SWEARING IN OF NEWLY ELECTED OFFICIALS**-----

**Mayor then swore in the new Mayor, Steven Ruch.**

**Then the new Mayor Ruch swore in the new Council member, Tammy Porter and returning**

*NOTE: The City will make reasonable accommodations for anyone attending this meeting who require special assistance for hearing, physical or other impairments. Please contact the City Clerk at (208) 683-2101 at least 48 hours in advance of the meeting date and time.*

**Council member, Jeanette Kramer.** Mayor Ruch then asked for the new council to take their seat and he asked the past Mayor Bill Hill to come back up. He then read and awarded him and leaving Councilman Cutaiar, who was not present, a certificate of appreciation. Expressing his thanks for the years of service to the community.

**3) DISCUSSION/APPROVAL of the council to select a council president, for a 2-year term. Motion by Devine, to recommend McDaniel to serve as the council president and be the 3<sup>rd</sup> signer on the city bank accounts (STCU & P1FCU). \*DISCUSSION Roll Call Vote: Devine-yes; McDaniel-no; Kramer-yes; Porter-yes. Motion passed. **ACTION ITEM****

**4) DISCUSSION/APPROVAL to purchase Ecology Blocks for the 6<sup>th</sup> Street Shop - Kevin explained that this bid would provide for enough ecology blocks to make 4 bins at 2 high for him to then keep products such as road base, clean chip etc. After a short discussion the following motion was made: Motion by Devine, that we approve the purchase of ecology blocks from CMP as requested and just discussed; not to exceed \$5,000.00. \*DISCUSSION Roll Call Vote: McDaniel-yes; Kramer-yes; Porter-yes; Devine-yes. Motion passed. **ACTION ITEM****

**5) DISCUSSION/APPROVAL for a request to temporarily allow an increase in max carry-over vacation hours. Lori briefly recapped the staffing circumstances leading up to why she is asking to be allowed to roll over vacation hours at the end of this calendar year-end; and that she has already used 29 hours in the first week of January 2024. due to staffing. Mayor Hill was ok with allowing it, but per the employee policy the council also needs to confirm this request, as the auditors will need to see this documented approval. Motion by Kramer to allow an exception, and Lori to roll over her vacation hours to carry them over and not lose them. \*DISCUSSION Roll Call Vote: Kramer-yes; Porter-yes; Devine-yes; McDaniel-yes. Motion passed. **ACTION ITEM****

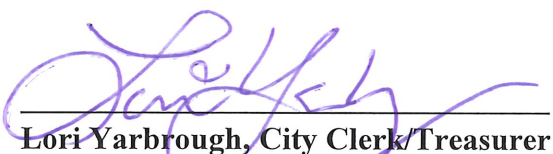
**6) DISCUSSION/APPROVAL for the Annual City Alcohol License Renewals - Lori shared the Renewals list and requested approval for all the existing licenses to be issued upon presenting the new state and county licenses. Further, she reminded them that any new alcohol license requests will still come before the council at the time of application. Motion by Devine to approve the renewal of all city alcohol licenses upon their completed request. \*DISCUSSION – Roll Call Vote: Porter-yes; Devine-yes; McDaniel-yes; Kramer-yes. Motion Passed. **ACTION ITEM****


**ANNOUNCEMENTS: City Council - Kramer** asked about the new RRFB's being down at 3<sup>rd</sup> street. Kevin shared he will get them back up in the spring, they were hit twice by the snowplows. The pole bases were bent but there was no damage to the devices. / **Mayor- none / Staff – Lori 1) Costco Membership Benefits** are renewing for the year, let her know who needs wants them. **Kevin 1) Commercial Water Hauling station** update – we did have to pay KEC \$1774 to get the work order in for service at the site. But still moving along there. 2) **Security Cameras** half-way done with those updates. 3) Been doing some plowing and dealing with a few frozen water meters, keeping him busy. Bob Wachter will have some additional hours this month for both of those things.

**PUBLIC COMMENTS:** Mayor Ruch then also made a brief introduction of his wife Page Ruch- she then announced there is cake if anyone would like to staff and chat and meet the Mayor or Council.

**ADJOURNMENT at 6:32pm**

**ATTEST:**

  
Lori Yarbrough, City Clerk/Treasurer

  
Steven Ruch, Mayor

Approved at Council on 2/6/24